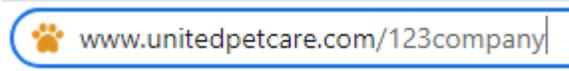


Enrolling in UPC

1. Go to your UPC dedicated link

Example:



2. To view our in-network **Vets** click here. Once you have found a provider you like, click on **“Enroll Today”** to start enrolling!



If you would like to explore our veterinary network before you begin, [please visit this page](#).

To compare programs, please review [this chart](#).

Follow the simple steps below to enroll in United Pet Care!

1. Begin enrollment by creating an account – please use your work email if you have one!
2. Tell us about yourself so that we can get in touch with you
3. Select your Employer and provide your Employee ID and Work Location if you have one
4. Tell us about your pets – add as many as you have!
5. Select your primary care veterinarian from [our network of providers](#)
6. Confirm your selections – be sure to review our [Program Comparison](#) so you know what savings to expect
7. Accept your monthly rate and effective date
8. Login to your Member Portal account to manage your Membership!

Enroll Today

...

3. The first page the EE will provide some contact information and create their member portal password – Their portal account creates during the enrollment process

Welcome to the new portal! Please bear with us while we work out some bugs.



Register

Account and Profile

Pet and Vet Details

Finalize & Payment

Begin enrollment with an account
Create your account and save your progress

Email

First Name Last Name

Password

Must be least 8 characters and include one uppercase, one lowercase, and a symbol.

Confirm Password

Both passwords must match

I agree to all the [Terms and Privacy Policy](#)

I agree to receive occasional, relevant messages regarding my account from United Pet Care

Next

Provide Email, name and create password. Then hit "Next"

4. The next page the EE will complete the remainder of their contact info



Account and Profile

Pet and Vet Details

Finalize & Payment

Profile

Let's get acquainted

Tell us more about yourself

Phone

Alternative Email (Optional)

How did you hear about us? (Optional)

Home Address

City

State

Alabama ▼

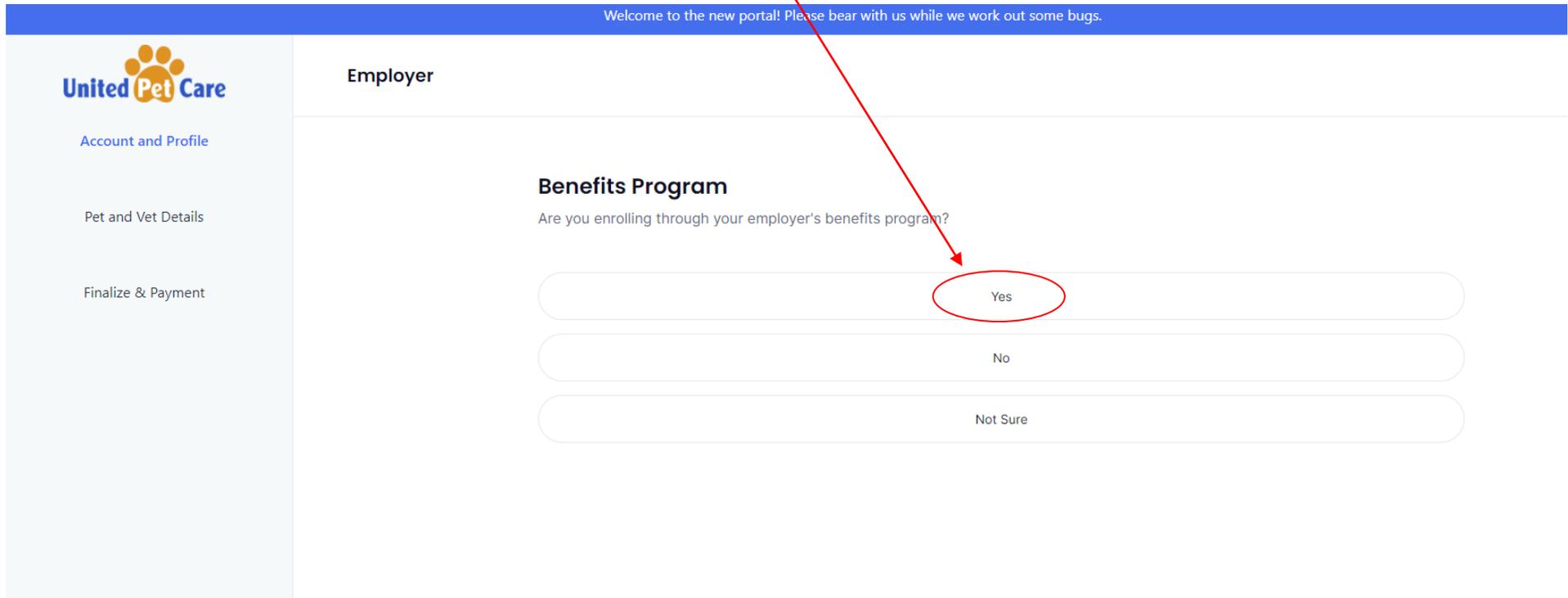
Zip

Next

Provide remaining contact info and then hit "Next"

5. The next page the EE's will choose how they enroll ****They must select "YES" when asked if they are enrolling through their employer to pay via payroll deduction, if they choose no the system will prompt them for payment information and they will not receive the special payroll deduct rate****

Welcome to the new portal! Please bear with us while we work out some bugs.



United Pet Care

Account and Profile

Pet and Vet Details

Finalize & Payment

Employer

Benefits Program

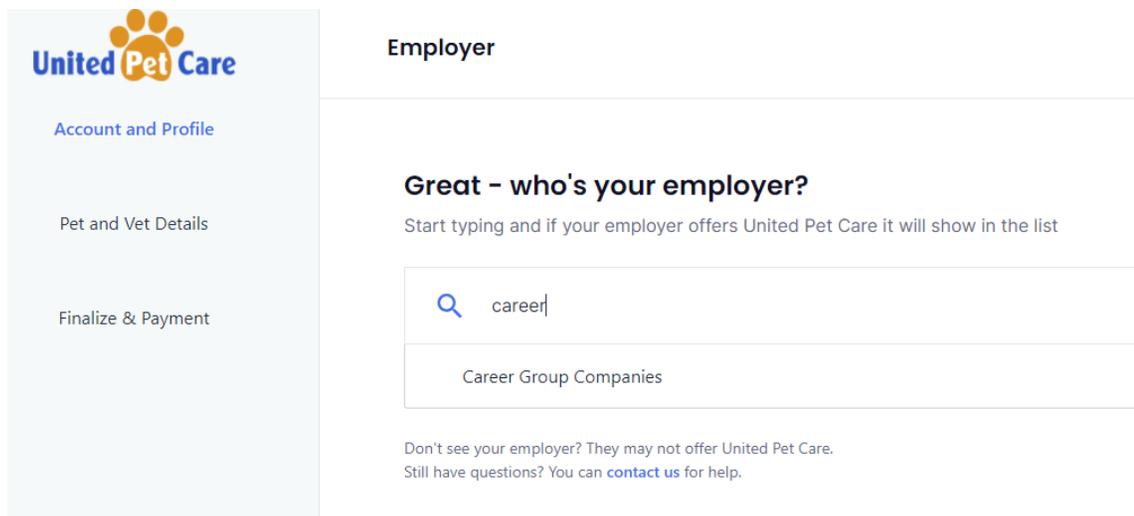
Are you enrolling through your employer's benefits program?

Yes

No

Not Sure

6. Next, the EE will need to type in their employer's name:



United Pet Care

Account and Profile

Pet and Vet Details

Finalize & Payment

Employer

Great - who's your employer?

Start typing and if your employer offers United Pet Care it will show in the list

career

Career Group Companies

Don't see your employer? They may not offer United Pet Care.
Still have questions? You can [contact us](#) for help.

7. Next they will be asked for their Employee ID:

United Pet Care

Account and Profile

Pet and Vet Details

Finalize & Payment

Employer

Provide us with any additional employer details

What is your employee ID?

Employee ID

8. Then they click [here](#) to enter their pet information in the [pop-up window](#):

United Pet Care

Account and Profile

Pet and Vet Details

Finalize & Payment

Add Pets

Add as many pets as you need

+
Add Pet

Add New Pet

Pet Type
Dog

Name
Stella

Age (In years)
5

Breed
Pit Bull

Sex
Female

Cancel Add Pet

9. The Pet Section will look like this when a pet has been added Successfully:

The screenshot shows the United Pet Care interface. On the left is a navigation sidebar with the United Pet Care logo and three menu items: "Account and Profile", "Pet and Vet Details" (highlighted in blue), and "Finalize & Payment". The main content area is titled "Add Pets" with the subtitle "Add as many pets as you need". It features a pet card for "Stella", a blue silhouette of a dog, with an "Edit" button in the top right corner. Below the name "Stella", the breed "Pit Bull" and the number "5" are displayed. To the right of the pet card is a dashed rectangular box, likely a placeholder for another pet card.

10. EE's will need to enter the information below to pull up our in-network Primary Care Vets to select from

The screenshot shows the United Pet Care interface for finding a clinic. The left sidebar is identical to the previous screenshot, with "Pet and Vet Details" highlighted. The main content area is titled "Choose a Clinic" with the subtitle "Select a clinic in your area". It contains three search criteria: "Zip Code" with an empty text input field, "Pet Accepted" with a dropdown menu showing "Dogs, Cats", and "Specialties" with a dropdown menu showing "Any". A blue "Search Vet" button is located to the right of these fields.

11. Members just need to click on the provider they would like and click "Next" to select this PCV.

United Pet Care

Account and Profile

Pet and Vet Details

Finalize & Payment

Choose a Clinic

Select a clinic in your area

Zip Code: 92673

Pet Accepted: Dogs, Cats

Specialties: Any

Search Vet

- Pico Veterinary Clinic San Clemente - 563** Preferred 2.04 miles
415 Avenida Pico e, San Clemente, CA 92672, USA
- South Coast Veterinary Hospital - 329** Preferred 6.32 miles
30001 Town Center Dr Suite 5, Laguna Niguel, CA 92677, USA
- Animal Medical Center and Spay/Neuter Clinic - 450** Preferred 9.04 miles
27230 La Paz Rd A, Mission Viejo, CA 92692, USA
- Laguna Beach Animal Hospital - 321** Preferred 10.22 miles
460 Forest Ave, Laguna Beach, CA 92651, USA

Back **Next**

12. After the vet selection is made, the EE will be taken to a conformation page to review their information. Hit Next to continue to conformation page

United Pet Care

Account and Profile

Pet and Vet Details

Finalize & Payment

Confirmation

Does this look correct?
Take a close look!

Name	Phone	Employer	Address
Tina Testest	1234567895	Career Group Companies	123 main street anytown, AL, 11225

Type	Name	Breed	Age	Sex
Dog	Stella	Pit Bull	5	F

Selected Vet	Phone	Address	Plan
Pico Veterinary Clinic San Clemente - 563	949-366-0100	415 Avenida Pico, Suite E San Clemente, CA, 92672	Preferred

[Back](#) [Next](#)

13. The final page confirms their rate and the Effective date of their benefit ***They must hit "COMPLETE" in order for the enrollment to be processed successfully.**

Last step to get covered

Almost there - your pets will thank you later!

Confirm Rate

Rate
\$12.50 / month

Start Date

First day of next month
Get covered starting beginning of next month

[Back](#)

[Complete](#)

If a member would like to become effective immediately they can call (602) 266-5303 and self-pay for the current month via credit card.